

**TOWN OF FLORENCE  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES**

**REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE HELD THURSDAY, FEBRUARY 1, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

**1. CALL TO ORDER**

**Chairman Pranzo called the meeting to order at 6:00 pm**

**2. ROLL CALL:**

<b>Chairman Pranzo</b>	<b>Present</b>
<b>Commissioner Frost</b>	<b>Present</b>
<b>Commissioner Bell</b>	<b>Absent</b>
<b>Commissioner Shoppell</b>	<b>Present</b>
<b>Commissioner Smidt</b>	<b>Present</b>

**3. PLEDGE OF ALLEGIANCE**

**4. DISCUSSION/APPROVAL/DISAPPROVAL** of the minutes of the regular meeting conducted on October 11, 2017.

**Commissioner Frost expressed concern that the minutes prepared are brief and do not fully express the Commissions discussion of the agenda items. A motion was made by Commissioner Frost and seconded by Commissioner Smidt to request staff include greater detail of the Commissions discussion and table the minutes of October 11, 2017 to the February 15, 2018 agenda. The minutes of October 11, 2017 were continued to the next agenda by unanimous consent.**

**5. DISCUSSION/APPROVAL/DISAPPROVAL** – to elect a Vice Chairman of the Planning and Zoning Commission.

**Commissioner Smidt made a motion to nominate Commissioner Frost for Vice Chair of the Planning and Zoning Commission. The motion was seconded by Chairman Pranzo, motion passed unanimously.**

**6. NEW BUSINESS**

**A. Small Cellular Wireless Facilities Zoning Text Amendment**

**DISCUSSION/APPROVAL/DISAPPROVAL** – Request by the Town of Florence, as the applicant, to initiate a Development Code Text Amendment to The Development Code of

the Town of Florence, for the purpose of modifying "Part 9. Wireless Communications Facilities" sections 150.180 through 150.184, and any other applicable sections, to address changes in cellular technology and design, and to comply with mandated State Laws.

Chairman Pranzo stated this appeared to be a blank check for staff to write a text amendment to the Zoning Code. Interim Planning Manager, Dana Burkhardt, clarified that this item on the agenda was the initial step for the Planning and Zoning Commission to direct staff to move forward with the zoning code text amendment process, by a vote to "initiate" this text amendment. Should the Commission wish to initiate, staff will prepare the draft and public outreach schedule and begin the amendment process.

Commissioner Frost stated this is a mandate coming from the state legislation, and their action tonight will direct staff to move forward or not. Commissioner Smidt asked if a timeline will be prepared for the process. Burkhardt noted he will prepare a full schedule outlining the process and opportunities to engage. Staff is hopeful to bring the text before the PZ Commission in late April.

Vice Chair Frost asked if the Town Legal Dept will be a part of the review. Burkhardt stated all departments will have the opportunity to provide input, including Legal.

Motion made by Vice Chair Frost to initiate the text amendment process to the Development Code of the Town of Florence to comply with state mandated House Bill 2365 for the regulation of small cell / microcell wireless antennae installations in the rights-of-way. Motion seconded by Smidt and carries unanimously.

## **7. PRESENTATIONS BY DEVELOPMENT SERVICES**

- A. Update of the Town of Florence Code Enforcement Manual
- B. Update of the Town of Florence Development Code Amendment – Technical Codes - Section 150.300 Codes Adopted

Motion made by Commissioner Smidt, seconded by Vice Chair Frost to table these presentations due to recent workshops. Motion passes unanimously.

## **8. CALL TO THE PUBLIC/COMMISSION RESPONSE:**

No comment received

## **9. CALL TO THE COMMISSION- CURRENT EVENTS ONLY.**

Chairman Pranzo announced upcoming home tour and car show.

## **10. ADJOURNMENT**

*X Commissioner Pranzo* *J Pranzo 2/15/18*  
CHAIRMAN GARY PRANZO MEETING DATE

Motion made by Commissioner Smidt, seconded by Vice Chair Frost. Passed unanimously at 6:16 pm